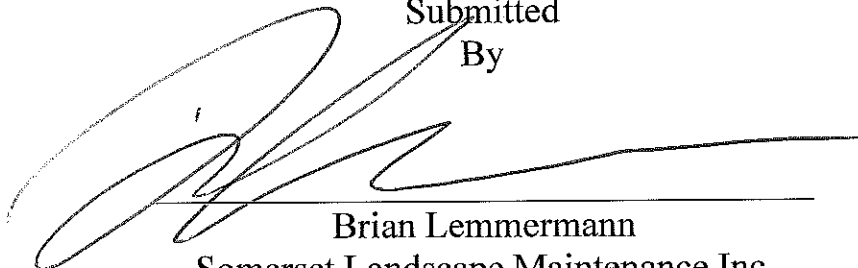


Original

PROPOSAL FOR
CITY OF TEMPE
CLEAN-UP SERVICES

Submitted
By



Brian Lemmermann
Somerset Landscape Maintenance Inc.
May 5, 2009



SOMERSET LANDSCAPE MAINTENANCE, INC.
19051 S. ARIZONA AVE. CHANDLER, AZ 85248
OFFICE: 480-782-5296 FAX: 480-922-8200

19051 S ARIZONA AVE. CHANDLER, AZ OFFICE (480) 782-5296 FAX (480) 922-8200

GENERAL INFORMATION



Founded in 1998, **Somerset Landscape Maintenance** is an S-corporation which has grown into one of the area's premier landscape maintenance and construction contractors. Somerset was voted one of the 10 best landscape companies in the United States for 2009 by Total Landscape Care Magazine. Somerset specializes in municipal and commercial landscape maintenance while providing janitorial services, landscape construction, and renovation work of any scope to it's landscape maintenance clients.

Somerset offers an experienced staff of more than 130 men and women, organized into an open, communicative team structure which is committed to providing '**exceptional service**' to our clients. Our focus is on full-service municipal and commercial landscape management. This includes landscape maintenance, landscape renovation and restoration, trash management, janitorial services, irrigation service and repair, seasonal color, pest control and arboriculture.

Why Somerset Landscape?

1. **Experience:** Our supervisory staff collectively has more than 75 years of landscape experience. We currently maintain restrooms and litter control contracts with the City of Scottsdale, City of Avondale, City of Peoria, and Town of Gilbert.
2. **Philosophy:** We strive to perform our services in a way that moves our Clients to a long-term partnership. By bidding fairly, dealing honestly, communicating clearly and following through, we expect to build a bond of trust.
3. **Why choose us:** We care more. Our staff understands that we add to your property through the services we provide. Your residents and taxpayers are our end customers. We work hard to satisfy their expectations.
4. **We guarantee it:** We will not be happy until you are. We hope you are. We hope you never have to call to voice dissatisfaction, but if you do, we will be right back out and work until you are satisfied.

Our mission is to provide you the highest level of landscape and trash management service in the Phoenix area. Our values are Customer Service, Employee Development, Professionalism and Integrity.

You are invited to learn more about us at our website...WWW.SLMOUTDOORS.COM



Somerset Landscape Maintenance, Inc., is an S-Corporation, with it's main offices at 19051 S. Arizona Ave in Chandler, Arizona 85286. Brian S. Lemmermann, 10951 S. Arizona Avenue, Chandler, 480-782-5296 is the point of contact for the proposal.

Somerset's main offices, five acre maintenance yard, and disposal facility are located at 19051 S. Arizona Ave in Chandler, Arizona. Somerset's west valley office and two acre facility is located in Phoenix, AZ. Somerset is currently in the process of developing a 14 acre office and equipment facility at El Mirage and Olive Avenue. The principal of Somerset is also the owner of Equipment Storage Yards Inc, contractor storage facilities located throughout the valley. ESY Inc rents storage facilities to over 30 landscape contractors in the east and west valley. This sister company not only allows Somerset a competitive edge, but allows it to easily move equipment and crews around depending on work loads and locations.

Professional registrations and contractor licenses held by Somerset Landscape Maintenance, Inc., and key personnel that will be assigned to this contract.

Brian S. Lemmermann –Director of Operations

Register of Contractors Arizona #179026
Structure Pest Control Commission Qualifying Party #30328
Structure Pest Control Commission Certified Applicator #071133
International Society of Arboriculture Certified Arborist #WE-7918A
AMWUA Smartscape Landscape Certification
Irrigation Association Certified Irrigation Auditor
Desert Botanical Garden Certified Desert Landscape Professional
Arizona Landscape Contractor's Association Certified Landscaper

Adam McFerrin—Chemical and Arboriculture/ East Valley Operations Manager

International Society of Arboriculture Certified Arborist #WE8192A
Desert Botanical Garden Certified Desert Landscape Professional
Structure Pest Control Commission Certified Applicator #030698
AMWUA Smartscape Landscape Certification

Pat Galan—Contract Supervisor

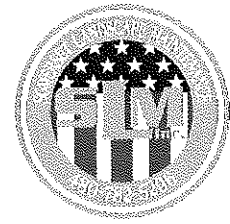
Register of Contractors Arizona-C21 Landscape and Irrigation QP
AMWUA Smartscape Landscape Certification
Desert Botanical Garden Certified Desert Landscape Student

Rex Bergstrom - West Valley Operations Manager

International Society of Arboriculture Certified Arborist
Structure Pest Control Commission Certified Applicator #050540
AMWUA Smartscape Landscape Certification

Casey Christensen—East Valley Pest Control Supervisor

Structure Pest Control Commission Certified Applicator #060170



Bill Sturgill

(480) 312-4410

CITY OF SCOTTSDALE

Somerset currently maintains all park areas for the City of Scottsdale which includes mowing of 400 acres a week, litter control including weekends, and labor work.

David Ramus

(623) 876-4254

CITY OF Avondale

Somerset currently maintains all park and city maintained HOA areas within the limits of Avondale. We service all restrooms and have an independent litter control contract for parks and town sites 7 days per week

Rick Acuna

(602) 721-8345

TOWN OF GILBERT

Somerset currently has three contracts with Gilbert maintaining all parks, civic center complex, and town maintained high visibility HOAs such as Circle G. Our contract includes litter control on all sites 7 days per week

Erik Wilson

(623) 773-5245

CITY OF PEORIA

Somerset currently maintains the Right of Way areas for the City of Peoria

Daryl Woodson

(480) 644-3238

CITY OF MESA

Somerset currently maintained all aquatics facilities for the City of Mesa from 2000 to 2008. These were high visibility litter control sites. We previously provided restroom cleaning services to the city.

Carmen Castillo

(602) 374-0658

CITY OF PHOENIX

Somerset currently has four contracts with the City of Phoenix including all Service Centers, Housing Facilities, Convention Center, & Tree Work. The housing sites require litter control off hours multiple days

David Ong

(602) 273-2195

SKY HARBOR AIROPORT

Somerset provides landscape maintenance and litter control services to all common and Long term parking sections including litter control on all roads and 143 on a daily basis for Sky Harbor Airport.

Somerset is happy to provide more references if you should need them. We feel that every customer is important and hope you have time to call as many as possible. We are confident that our customers are happy with the service Somerset provides and that their references would attest to the quality of our work.

Ability to accomplish work -Capabilities continued



No contracts or subcontracts held by the company or its officers have been terminated within the last five years. There have been no claims arising from a contract which resulted in litigation or arbitration within the last five years.

See following page (organization chart for Tempe LitterContract)

Rafael perez

Rafael will be a contributor on this contractor. Rafael will additionally spot check sites to be maintained as he inspects sites currently under contract for landscape maintenance services

Brian Lemmermann

City of Scottsdale Parks Maintenance
Mowing and litter contract
Contract Supervisor
Bill Sturgill (480) 312-4410

Town of Gilbert Parks Maintenance
Maintenance and litter contract
Contract Supervisor
Rick Acuna (602) 721-8345

Adam McFerrin

City of Tempe Tree Trimming
Trimming of trees/ extra work
Contract Supervisor
Jeff Carroll (480) 350-8533

City of Scottsdale Tree Maintenance
Trimming of trees/ extra work
Crew Lead / Supervisor
Bill Sturgill (480) 312-4410

Rex Bergstrom

City of Peoria ROW Maintenance
maintenance and litter contract
Contract supervisor
Erik Wilson (623) 773-5245

City of Avondale
maintenance, litter, and restroom cleaning
Contract Supervisor
Dave Ramus (623) 333-2400

Pat Galan

Maricopa Community Colleges
Landscape Maintenance of sites
Contract Supervisor
Ralph Baldenegro (602) 513-9114

City of Chandler RO plant
Landscape Maintenance and litter
Contract Supervisor
Ron Feathers (480) 782-2140

Harold Luke

City of Tempe ROW
Irrigation Technician
Jeff Carroll (480) 250-5148

Town of Gilbert Parks Maintenance
Irrigation Technician
Rick Acuna (602) 721-8345



Casey Christensen

City of Scottsdale
Weed Spraying & pest control
Chemical applicator
Bill Sturgill (480) 312-4410

City of Tempe
Weed control & abatement
Chemical Applicator
Jeff Carroll (480) 250-5148

Victor Corado

City of Phoenix Housing Contract
Maintenance services/ litter control
Crew Leader
Counq Dinh (602) 495-3765

Town of Gilbert Contract
Maintenance services/ litter contract
Crew Leader
Tim Hefner (602) 721-1616

Luis Rodriguez

City of Scottsdale Parks
Litter control
Crew Leader
Bill Sturgill (480) 312-4410

City of Tempe ROW
Landscape maintenance of ROWs
Crew Leader
Jeff Carroll (480) 200-8710

Alex Heaton

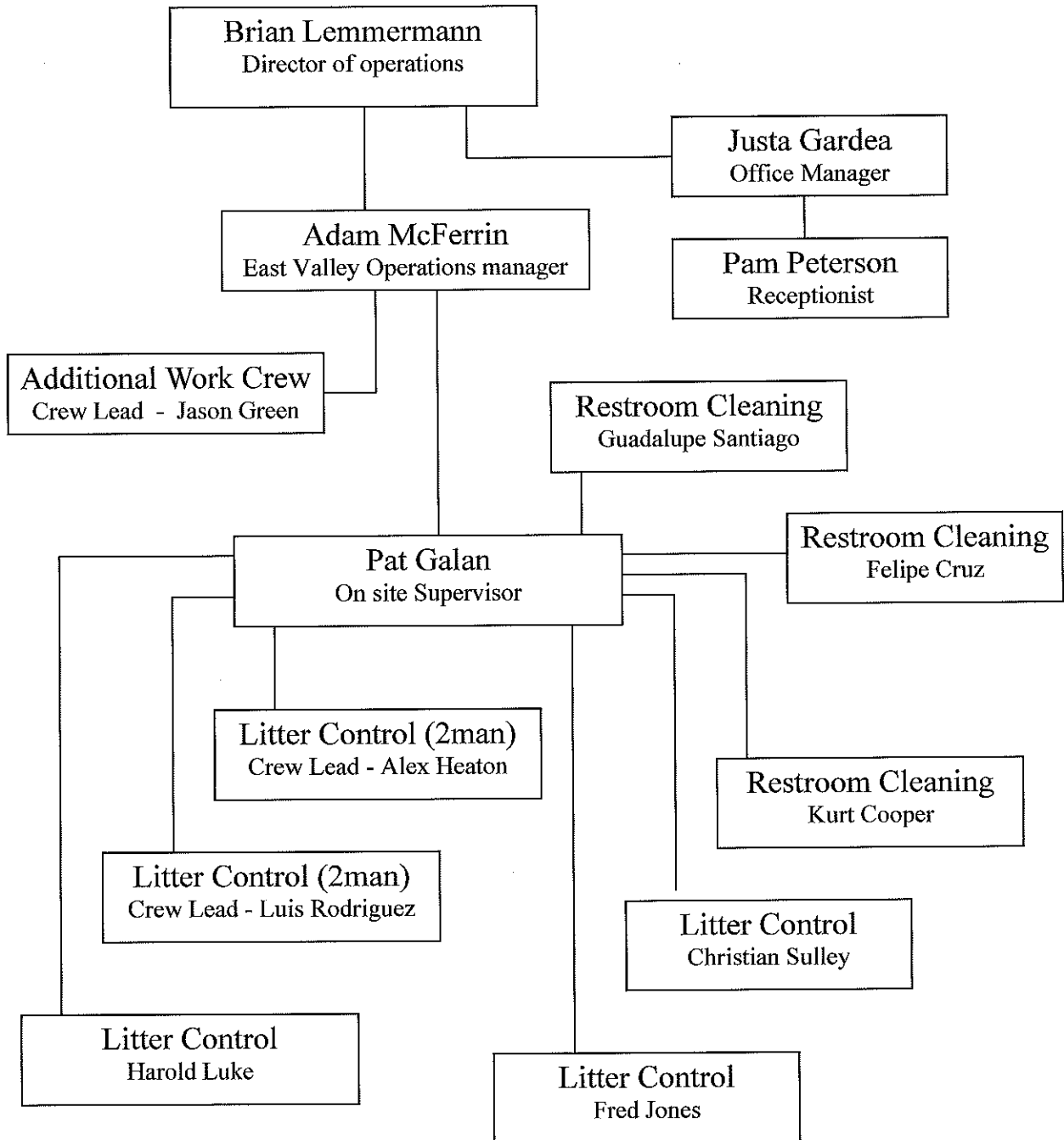
City of Mesa Aquatics Maintenance
Maintenance services/ litter control
Crew Leader
Daryll Woodson (480) 917-0963

City of Phoenix Service Centers
Landscape Maintenance of Facilities
Crew Leader
Carmen Castillo (602) 405-1754

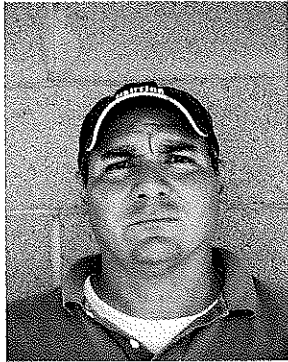
The following pages three pages contain our organizational chart as it applies to
The City of Tempe and short biographies of each key employee.

Proposed Organizational Chart

City of Tempe - Cleaning Services

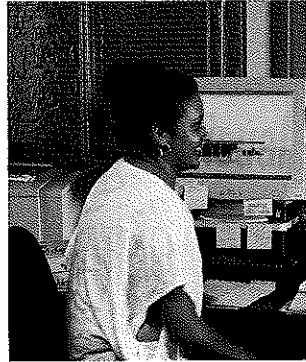


Key Employees



Pat Galan
Supervisor

22yrs practical
Experience.
Four years with
Somerset



Justa Gardea
Office Manager

Five years with
Somerset as Office
Manager



Alex Heaton
Litter control

8 years practical ex-
perience. Has been
crew leader for City
of Scottsdale Parks
and City of Phoenix
Service Centers



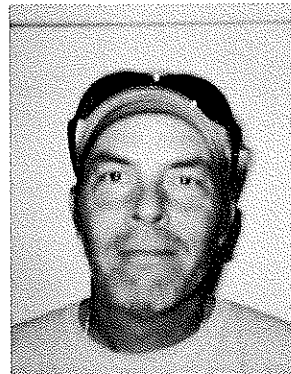
Pam Peterson
Receptionist

Four years with
Somerset.
Handles calls for
municipal contracts



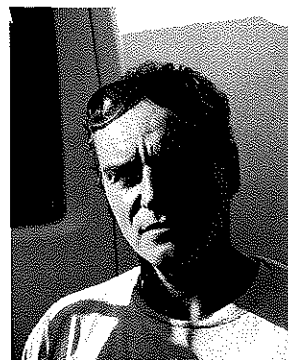
Luis Rodriguez
Litter control

5 yrs as crew lead
servicing many
ROW
Contracts. Six years
with Somerset



Harold Luke
Litter control

Multi task capable
to work independ-
ently and report



Kurt Cooper
Restroom Cleaning

Will be on call for
large tree work,
thinning, and emer-
gencies

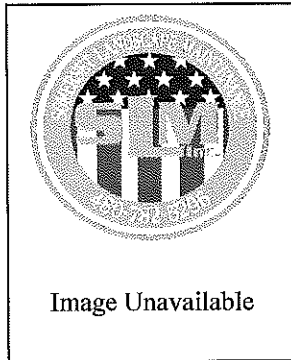


Christian Selley
Litter Control

Will service city's
pre and post
emergent weed
applications



Key Employees



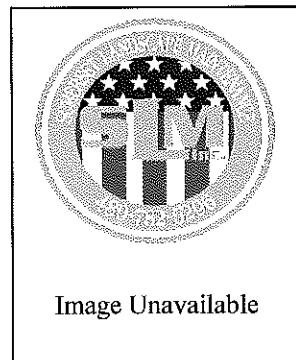
Adam McFerrin
East Valley
Operation Manager

9yrs practical Experience. Four years with Somerset working with municipal contracts. Adam is a Certified Arborist with extensive educational training. Adam has worked with all municipalities in the east valley and as well as water departments in Phoenix, El Mirage and Avondale



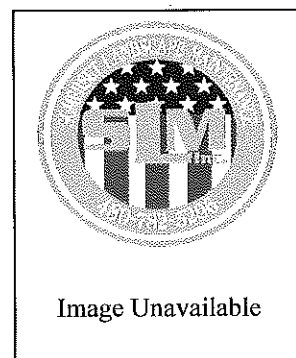
Jason Green
Additional Work Crew Lead

7 years practical experience. 3 years with Somerset as Crew Lead. Has worked on every east valley municipal contract held by Somerset



Felipe Cruz
Restroom Cleaning

1 year with Somerset as additional work laborer and crew leader. Worked at the Princess Resort as litter control and maintenance crew member for 8 years



Brian Lemmermann
Director of Operations

13 years practical experience from labor, supervisory, estimating, and management position. Extensive educational training. Brian has Estimated and directed operations for every municipal contract held by Somerset. Any reference contained within this proposal has worked with Brian and would vouch for his commitment to service.

Proposed plan to accomplish work -Compliance continued



This RFP consist some of the most high profile areas within the City of Tempe. We understand the high level of service that is required on this contract and the expectations of Tempe residents. Our goal is to provide the City with the highest level of service while saving the City money and hassle in the process. We have assembled a team of professionals that we feel will exceed your expectations. We are experienced in litter and janitorial services in park and facility settings. We understand that the benches at the softball are covered with sports drinks and sunflower seed. We know that cleaning a ramada includes taking a substantial amount of tape down used for signs and streamers. We know certain parks have overnight guests that leave more than the average amount of trash and that bathroom ceilings and walls many times need the toilet paper scraped off. Somerset has included these things and many more in our training program and will begin immediately with a full understanding of what is needed to accomplish the job to your satisfaction. We take this proactive approach with all work we propose and have used it to successfully maintain the City's right of ways and Tempe Town Lake are for the past year. We can handle any necessary work that may arise no matter the size as we have demonstrated with last years storm damage or ongoing renovation projects requested by the City of Tempe.

Towards the end of this proposal we have included sample schedule of services as we see would pertain to this contract. We feel that Somerset would provide the City of Tempe the quality service expected and form a partnership with the city and city personnel for the future. I think you will find as you check our references that this is our goal with every contract we service and we are able to accomplish this under many different circumstances.

Our success and reputation at Somerset starts first and foremost with our employees. Somerset has one of the highest retention rates because of the culture we have built within the company. We are good to our employees and we are good to our clients. Because of this we are never in a shortage for qualified, skilled, and hard working people. Every key person on this contract and the majority of labor positions will be filled with people have already proven themselves here at Somerset. We are very confident in the people that we have proposed to work in your city. The following explains our plan for each key position. Every employee receives a background check and is screened by E-verify their work status upon their hire.

East Valley Operations Manager

Adam McFerrin is our East Valley Operations Manager and is available at any time to meet on site or speak by phone. Adam meets with the Supervisor and crews on a daily basis and does weekly inspections on all contract sites. Adam works along with the crews out of our Chandler office and is never more than a few minutes away.

Supervisor

Somerset will provide Pat Galan as the supervisor to oversee all work performed. He will have independent transportation and will be in contact with city personnel to report vandalism, damage, and ensure Somerset is fulfilling contract requirements according to the city's. Pat is available to meet at the City's convenience and will be available 24 hours a day for emergencies. Pat lives in Gilbert and works out of our Chandler office. He is never more than a few

Proposed plan to accomplish work -Compliance continued



ensure Somerset is fulfilling all contract requirements according to the city's expectations. Our supervisor is on site to manage crews at all times and available to meet or talk by phone at any time. Pat will work hand in hand with the city's representative and maintain consistent contact to update plans and progress.

Trash and Litter Control

We have proposed the use of 8 full time professionals to accomplish the trash and litter control within this scope of work. Two crews will be two man crews servicing mid sized parks from 6 to 40 acres. Working together they move through the parks more quickly while not losing large amounts of time for travel. The largest parks such as Kiwanas will have a full time person stationed there and will utilize John Deere Gators to assist in their work. The balance parks which range in size from 0.25 to 5.8 acres will be serviced by one man crews. By using one man crews for the smaller parks we can more thoroughly move through the parks while not losing as much active time to travel. All of our vehicles are clearly marked with the company name and phone number as well as having safety lights for the protection of the public. All of our professionals are neatly dressed with high visibility orange uniforms and wear proper safety equipment for the job. All trucks are stocked with all tools and equipment necessary to complete their assigned work. We understand all time restraints tied to trash and litter such as mill avenue. We will also work with City staff to schedule litter control as near the mowing time as possible for parks. Somerset will not use any subcontractors on this contract.

Restroom Cleaning

Somerset plans to service all restrooms according to the requirements of the RFP by using 3 full time professionals. Each employee will have independent transportation which will contain all materials and equipment necessary to accomplish his scheduled work. All vehicles are marked with company name and phone number and have safety lighting. All proposed employees have had previous experience in restroom janitorial work for Somerset. Our employees will be neatly dressed with high visibility orange shirts and wear all necessary safety equipment including eye-wear, gloves, and waterproof footwear. We will use green products and recycled materials for cleaning and restocking of restrooms. All work will be performed within the time restraints stated within the RFP and bathrooms will be clean and ready to open every morning. Our Supervisor Pat Galan is available 24 hours a day for any emergency.

Equipment to be used on MUD contract

The following is Somerset proposed list of equipment to be used on this contract. We will not need to purchase any new equipment or vehicles to service this contract and always have backup equipment and vehicles available should they be needed. Including key employees, Somerset expects to dedicate 6 to 7 employees to this contract.

2003 Isuzu dump truck	(2) 2004 Carson trailers
2005 Chevy 2500 extended	Miscellaneous tools
2005 Chevy 2500	2001 Chevy s-10
2000 Chevy Colorado	2005 Ford F150
2006 Chevy 1500	2005 John Deere Gator
2002 Chevy s-10	2005 Kawasaki Mule
2004 Chevy 1500	

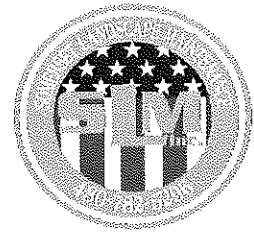
Proposal Questionnaire



1. Somerset is one of the most qualified and highly recommended service Companies in the valley. We have provided a list of similar contracts, references, Key personnel, and an organizational chart within this proposal to demonstrate our qualifications and experience in this type of work.
2. Somerset holds contracts with the majority of municipalities in the valley. Our supervisors together have over 75 years of management experience servicing municipal organizations in similar work. Somerset was named one 1 of the 10 best landscape companies in the nation this year by the industries leading magazine.
3. Yes
4. Somerset landscape is located at 19051 s Arizona Ave, Chandler, Az. We have over 130 full time professionals working out of this office as well as a fully staffed office. We have over 50 vehicles on site and will not have to purchase any vehicles to perform the work provided for within this RFP.
5. Yes
6. Somerset has never defaulted on a contract
7. All supervisors carry blackberrys and respond immediately to emails. Our office has email capabilities and prefer that method of communication.
8. Yes, currently provide cleaning services 7 days per week to the City of Scottsdale, City of Avondale, and the Town of Gilbert.
9. We have provided a list of personnel we propose to use on this contract as well as their photos, experience, and short bios.
10. Included in "Key Personnel Sheet"
11. Included under "Organizational chart"
12. Pat Galan is the Primary contact: P:480-782-5296 F:480-922-8200
Email:somersetlandscape@cox.net Brian Lemmermann can also be contacted for any clarification at 480-570-2852
13. All employees are run through the e-verify system upon their hire date. Documentation can be provided for all employees.
14. Provided under "Proposed Plan to Accomplish Work"
15. Provided under "Inspection"
16. Somerset will provide the city a list of material proposed for acceptance strictly adhering to Green Seal label items, biodegradable, and recycled items.
17. Yes
18. All employees receive the same orientation class given to spray tech applicants on safe handling, loading and use of chemicals. Employees are also trained on use of personal protective equipment for safe working practices as stated OSHA and ANSI standards.
19. Provided under "References"
20. Provided under "References"
21. The city currently has Somerset's audited financial statements for its current maintenance contract.
22. N/A
23. Yes
24. Yes
25. No
26. Somerset offers a professional staff with great references. We feel we will provide the highest quality of service from day one. Thank you for you time and consideration.

19051 S ARIZONA AVE. CHANDLER, AZ OFFICE (480) 782-5296 FAX (480) 922-8200

Equipment to service Tempe



2005 & 2006 Cleaning trucks



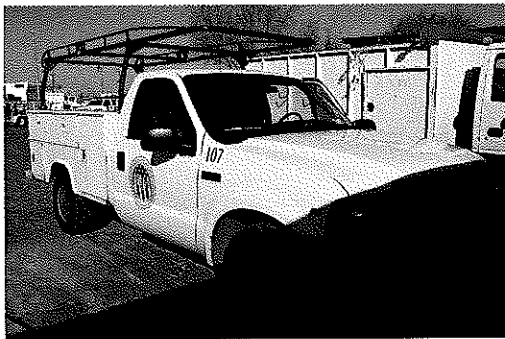
2003 Isuzu dump truck



2005 Chevy 2500



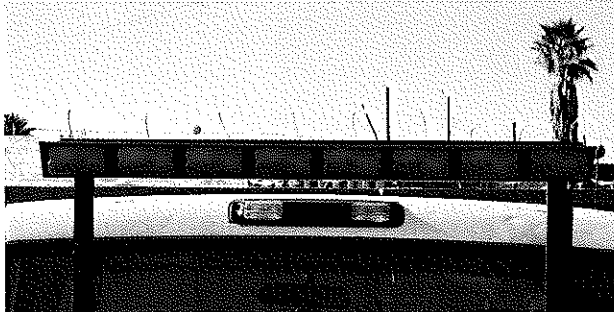
2005 Chevy 2500



Service Truck



Dump Truck



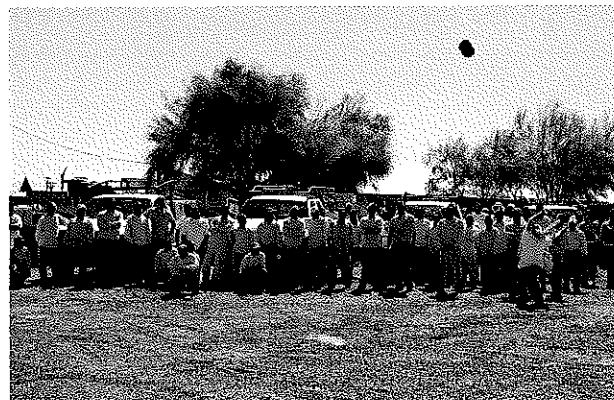
Safety and Directional lighting
On all vehicles



2 Full time mechanics to service
equipment and deliver backups



Extensive amount of backup
vehicles and equipment available

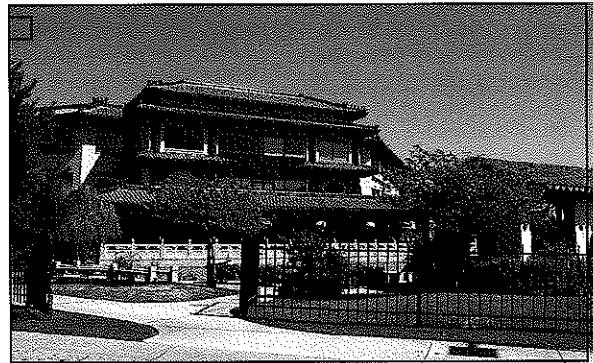
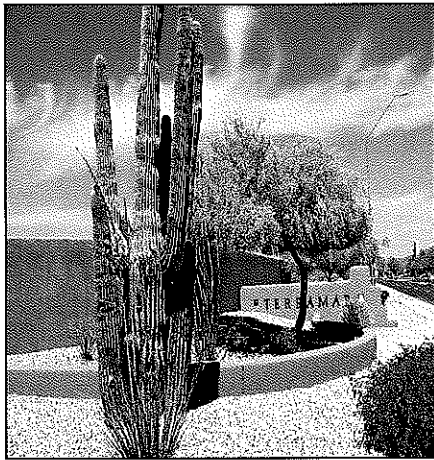


Extra crews and personnel available
for emergencies and extra work

19051 S ARIZONA AVE. CHANDLER, AZ OFFICE (480) 782-5296 FAX (480) 922-8200

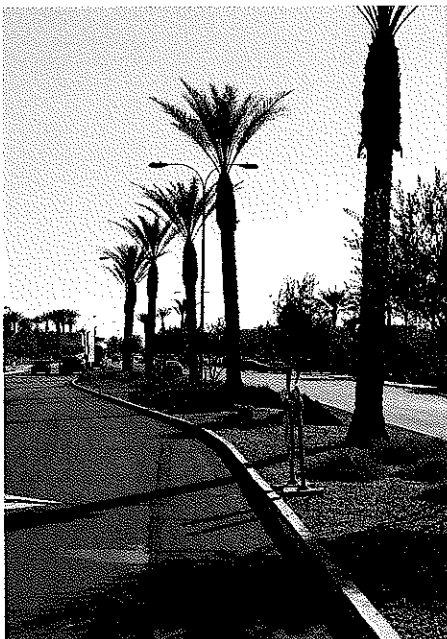


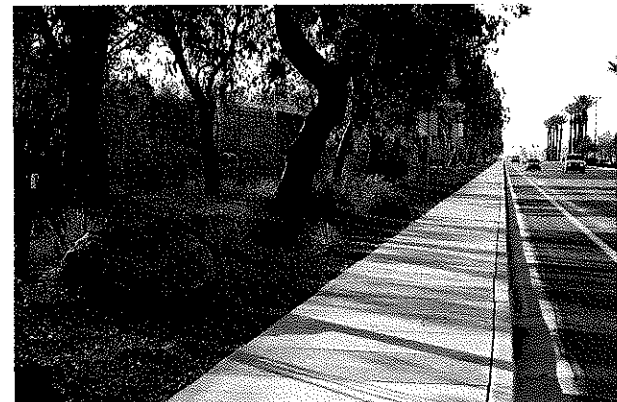
REPRESENTATIVE PROPERTIES "WE PROUDLY MAINTAIN"



19051 S ARIZONA AVE. CHANDLER, AZ OFFICE (480) 782-5296 FAX (480) 922-8200

Current & Similar Jobs





19051 S ARIZONA AVE. CHANDLER, AZ OFFICE (480) 782-5296 FAX (480) 922-8200



Properties Include:
 SRP East Valley Plant
 Gilbert Trails System
 County Aviary Park and Lake
 City of Phoenix ROW - palms
 City of Avondale Service Canals
 Nichols Park Natural Basin
 SRP Powerline Trail
 Gilbert Civic Center
 Scottsdale, Chandler, Gilbert ROW
 Gilbert Police and Fire Complex



19051 S ARIZONA AVE. CHANDLER, AZ OFFICE (480) 782-5296 FAX (480) 922-8200



PROPERTY INSPECTION

PROJECT _____ CLIENT CITY OF TEMPE DATE _____

RESTROOMS

RATING (1-5, 5 BEING BEST)

COMMENTS

FLOORS	_____	_____
WALLS	_____	_____
FIXTURES	_____	_____
PAPER PRODUCTS	_____	_____
DISENFECTANT	_____	_____

CLEANING

RATING (1-5, 5 BEING BEST)

COMMENTS

LITTER	_____	_____
CANS EMPTIED	_____	_____
RAMADAS CLEAN	_____	_____
STORM DRAINS	_____	_____
SURFACES SWEEPED	_____	_____
LIMBS/ TRASH	_____	_____
STANDING WATER	_____	_____

REVIEWER COMMENTS: _____

CLIENT COMMENTS: _____

INSPECTED BY: _____

Vendor's Offer

It is required that Offeror complete, sign and submit the original of this form to the City Procurement Office with the proposal response offer. An unsigned "Vendor's Offer", late proposal response and/or a materially incomplete response will be considered nonresponsive and rejected.

Offeror is to type or legibly write in ink all information required below.

Company Name: <u>Somerset Landscape Maintenance</u>	
Company Mailing Address: <u>1905 S. Arizona Ave</u>	
City: <u>Chandler</u>	State: <u>AZ</u> Zip: <u>85286</u>
Contact Person: <u>Brian Lemmermann</u>	Title: <u>President</u>
Phone No.: <u>480782 5296</u>	FAX: <u>480 922 8200</u> E-mail: <u>somersetlandscape@cox.net</u>
Company Tax Information:	
Arizona Transaction Privilege (Sales) Tax No.: <u>07-615055</u> or	
Arizona Use Tax No.: _____	
Federal I.D. No.: <u>86-1042562</u>	
City & State Where Sales Tax is Paid: <u>Tempe</u> , <u>AZ</u>	
If a Tempe based firm, provide Tempe Transaction Privilege (Sales) Tax No.: _____	

THIS PROPOSAL IS OFFERED BY

Name of Authorized individual (TYPE OR PRINT IN INK) Brian Lemmermann

Title of Authorized Individual (TYPE OF PRINT IN INK) President

REQUIRED SIGNATURE OF AUTHORIZED OFFEROR (MUST SIGN IN INK)

By signing this Proposal Offer, Offeror acknowledges acceptance of all terms and conditions contained herein and that prices offered were independently developed without consultation with any other Offeror or potential Offeror. In accordance with A.R.S. 35-397, the Offeror hereby certifies that it does not have scrutinized business operations in Iran or Sudan. Failure to sign and return this form with proposal offer will be considered nonresponsive and rejected.


Signature of Authorized Offeror

5/5/09
Date

Form 201-B (RFP)
(H:/RFP 3-2008)

**Labor and Equipment Rates
for Repair, Extra and Emergency Work**

Labor Rates

Repairs / Extra Work

Job Title	Rate Per Hour
Supervisor	25.00
Labor	19.00
Irrigator	30.00
Crew leader	22.00

Emergency Work

Job Title	Rate Per Hour
Supervisor	25.00
Labor	19.00
Irrigator	30.00
Crew leader	22.00

Equipment Rates

Equipment Type	Rate Per Day
Truck	50
Dump truck	200
Bobcat	200

Material Rates

Actual cost plus 5 % mark-up.

Revised Park Restroom Clean-up Price Sheet (4/30/09)

Location	Cost per Week	Cost per Year
Group 1		
1. Papago North	\$ <u>103.00</u>	\$ <u>5356.00</u>
2. Papago South	\$ <u>103.00</u>	\$ <u>5356.00</u>
3. Canal Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
4. Hudson Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
5. McKemy School	\$ <u>103.00</u>	\$ <u>5356.00</u>
6. Connolly Elementary School	\$ <u>103.00</u>	\$ <u>5356.00</u>
7. Selleh Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
8. Hollis Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
9. Kiwanis Recreation Center - #5550 on Lake	\$ <u>69.00</u>	\$ <u>3588.00</u>
10. Kiwanis Recreation Center - Rueben Romero	\$ <u>69.00</u>	\$ <u>3588.00</u>
11. Kiwanis Recreation Center - Sister City	\$ <u>69.00</u>	\$ <u>3588.00</u>
12. Kiwanis Recreation Center - #5775	\$ <u>69.00</u>	\$ <u>3588.00</u>
13. Tempe Sports Complex - Soccer Field	\$ <u>69.00</u>	\$ <u>3588.00</u>
Group 2		
14. Daley Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
15. Clark Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
16. Kiwanis Recreation Center - Boat Dock	\$ <u>69.00</u>	\$ <u>3588.00</u>
17. Kiwanis Recreation Center - Ball Field	\$ <u>69.00</u>	\$ <u>3588.00</u>
18. Kiwanis Recreation Center - Maintenance Yard	\$ <u>39.00</u>	\$ <u>2028.00</u>
19. Benedict Sports Complex	\$ <u>103.00</u>	\$ <u>5356.00</u>
20. Tempe Sports Complex - #8419 Skate Board	\$ <u>69.00</u>	\$ <u>3588.00</u>

Location	Cost per Week	Cost per Year
21. Tempe Sports Complex – Main Sports Complex	\$ <u>69.00</u>	\$ <u>3588.00</u>
22. Rolling Hills Golf Course	\$ <u>103.00</u>	\$ <u>5356.00</u>
23. Rolling Hills Maintenance Yard	\$ <u>49.00</u>	\$ <u>2548.00</u>
24. Ken McDonald Golf Course	\$ <u>103.00</u>	\$ <u>5356.00</u>
25. Ken McDonald Maintenance Yard	\$ <u>49.00</u>	\$ <u>2548.00</u>
26. Tempe Beach Park	\$ <u>103.00</u>	\$ <u>5356.00</u>
27. Tempe Beach Marina	\$ <u>103.00</u>	\$ <u>5356.00</u>
28. Hardy Maintenance	\$ <u>49.00</u>	\$ <u>2548.00</u>
29. Hardy Warner Sports Park Maintenance Yard	\$ <u>39.00</u>	\$ <u>2028.00</u>
Total:	\$ <u>2,391.00</u>	\$ <u>124,332.00</u>

Clean Up Contract Price Sheet

Section #	Location Name	Unit	Monthly Price By Service Level / On Call					On Call - Per Day
			1	2	3	4	5	
1	6 th Street Park	Site	198.-	150.-	71.-	52.-	80.-	37 40
2	Alerge	Site	387.-	292.-	155.-	99.-	100.-	155 75
3	Arredondo	Site	516.-	387.-	206.-	129.-	77.-	206 100
4	BB Moeur House/Hatton Hall	Site	129.-	99.-	52.-	30.-	22.-	52 26
5	Benedict Sports Complex	Site	1032.-	774.-	413.-	258.-	155.-	443 200
6	Birchett	Site	129.-	99.-	52.-	30.-	22.-	52 26
7	Campbell	Site	624.-	469.-	249.-	155.-	95.-	249 125
8	Carol Estates Grove	Site	568.-	426.-	228.-	142.-	86.-	228 110
9	Celeya	Site	413.-	310.-	163.-	103.-	60.-	163 80
10	City Hall	Site	181.-	138.-	73.-	47.-	26.-	73 35
11	Clark	Site	774.-	581.-	310.-	193.-	116.-	310 150
12	Cole	Site	1290.-	968.-	516.-	322.-	193.-	516 250
13	Connolly	Site	473.-	353.-	189.-	112.-	69.-	189 90
14	Corbell	Site	568.-	426.-	228.-	142.-	86.-	228 120
15	Creamery	Site	335.-	249.-	133.-	86.-	52.-	133 70
16	Curry Road	Site	129.-	99.-	52.-	30.-	22.-	52 26
17	Daley	Site	903.-	679.-	361.-	228.-	138.-	361 180
18	Daumler	Site	516.-	387.-	206.-	129.-	77.-	206 100
19	Double Butte Cemetery	Site	1548.-	1161.-	619.-	387.-	232.-	619 320
20	Dwight	Site	516.-	387.-	206.-	129.-	77.-	206 100
21	Ehrhardt	Site	516.-	387.-	206.-	129.-	77.-	206 100
22	Escalante	Site	774.-	581.-	310.-	193.-	116.-	310 160
23	Esquer	Site	387.-	292.-	155.-	99.-	60.-	155 75
24	Estrada	Site	619.-	464.-	249.-	155.-	95.-	249 125
25	Gaicki	Site	258.-	193.-	103.-	61.-	39.-	103 50
26	Goodwin	Site	387.-	292.-	155.-	99.-	60.-	155 75
27	Grigio	Site	387.-	292.-	155.-	99.-	60.-	155 75
28	Guilliano	Site	731.-	546.-	292.-	185.-	112.-	292 150
29	Hackett House	Site	129.-	99.-	52.-	30.-	22.-	52 26
30	Hallman (Canal)	Site	387.-	292.-	155.-	99.-	60.-	155 75
31	Hanger	Site	774.-	581.-	310.-	193.-	116.-	310 150
32	Hareison	Site	568.-	426.-	228.-	142.-	86.-	228 120

Clean Up Contract Price Sheet

Section #	Location Name	Unit	Monthly Price By Service Level					On Call - Per Day
			1	2	3	4	5	
33	Hayden Butte (A-Mountain)	Site	1290.-	968.-	516.-	322.-	193.-	246 250
34	Holls	Site	516.-	387.-	206.-	129.-	77.-	206 110
35	Hudson - Under Construction	Site	387.-	292.-	155.-	99.-	60.-	455 75
36	Indian Bend	Site	624.-	469.-	249.-	155.-	95.-	249 125
37	Indian Bend Wash	Site	1398.-	1049.-	589.-	348.-	211.-	559 300
38	Jaycee	Site	542.-	404.-	215.-	133.-	82.-	215 110
39	Joyce	Site	568.-	426.-	228.-	142.-	86.-	228 110
40	Kwanis	Site	4730.-	3548.-	1892.-	1183.-	731.-	1892 900
41	Library Complex	Site	1548.-	1161.-	619.-	387.-	232.-	1548 300
42	Linear (North & South)	Site	774.-	581.-	310.-	193.-	116.-	150
43	Loma Del Rio	Site	929.-	697.-	370.-	232.-	142.-	200
44	LoPiano	Site	757.-	567.-	301.-	189.-	112.-	150
45	Marina	Site	783.-	589.-	314.-	193.-	116.-	150
46	McClintock High Pool	Site	129.-	99.-	52.-	30.-	22.-	26
47	McKerny	Site	215.-	159.-	86.-	52.-	34.-	40
48	Meyer	Site	619.-	464.-	249.-	155.-	95.-	120
49	Mill Ave./Bridge/Box	Site	1935.-	1453.-	774.-	486.-	292.-	380
50	Mitchell	Site	568.-	426.-	228.-	142.-	86.-	120
51	Moaur (North & South)	Site	774.-	581.-	310.-	193.-	116.-	150
52	Optimist	Site	697.-	520.-	290.-	172.-	103.-	140
53	Palmer	Site	464.-	348.-	185.-	116.-	69.-	90
54	Papago (North & South)	Site	390.-	228.-	124.-	753.-	452.-	600
55	Papago Trails	Site	310.-	232.-	125.-	77.-	47.-	60
56	PD Bradshaw Plaza	Site	129.-	99.-	52.-	30.-	22.-	26
57	PD-Courts	Site	258.-	193.-	103.-	64.-	39.-	60
58	Performing Arts	Site	129.-	99.-	52.-	30.-	22.-	26
59	Petersen Park/House	Site	516.-	387.-	206.-	129.-	77.-	90
60	Playa Del Norte	Site	473.-	353.-	189.-	112.-	69.-	90
61	Plazita de Descanso	Site	129.-	99.-	52.-	30.-	22.-	26
62	Redden	Site	516.-	387.-	206.-	129.-	77.-	100
63	Rodriguez House	Site	129.-	99.-	52.-	30.-	22.-	26
64	Rotary	Site	516.-	387.-	206.-	129.-	77.-	100
65	Scudder	Site	516.-	387.-	206.-	129.-	77.-	100
66	Selleh	Site	516.-	387.-	206.-	129.-	77.-	100

Clean Up Contract Price Sheet

Section #	Location Name	Unit	Monthly Price By Service Level					
			1	2	3	4	5	On Call - Per Day
67	Stroud	Site	516.-	387.-	206.-	129.-	77.-	100
68	Svob	Site	624.-	469.-	249.-	155.-	95.-	125
69	Tempe Beach-Gonzales Field	Site	1763.-	1320.-	705.-	443.-	267.-	350
70	Tempe Sports Complex	Site	2520.-	1888.-	1006.-	632.-	378.-	525
71	Waggoner (East)	Site	624.-	469.-	249.-	155.-	95.-	125
72	Waggoner (West)	Site	624.-	469.-	249.-	155.-	95.-	125

REQUEST FOR PROPOSAL

CITY OF TEMPE

REQUEST FOR PROPOSAL : 09-120

RFP ISSUE DATE: April 14, 2009

Commodity Code(s): 910-03, 910-39

PROCUREMENT DESCRIPTION: Clean-up Services (Parks and Facilities)

988-36, 988-89

PROPOSAL DUE
DATE/TIME: **Thursday, May 7, 2009, 3:00 P.M. MST**

Late proposals will not be considered

PROPOSAL RESPONSE MUST BE DELIVERED TO CITY PROCUREMENT OFFICE

Mailing Address: P.O. Box 5002, Tempe, AZ 85280

Street Address: 20 E. Sixth Street (2nd Floor), Tempe, AZ 85281

MANDATORY PRE-PROPOSAL CONFERENCE: Tuesday, April 21, 2009, 8:30 a.m. MST at
City Council Chambers, 31 E. 5th Street, Lower Level, Tempe, AZ 85281

DEADLINE FOR INQUIRIES: Wednesday, April 29, 2009 5:00 P.M., MST

Sealed proposals must be received and in the actual possession of the City Procurement Office on or before the exact Proposal Due Date/Time indicated above. Proposal responses will be opened and each Offeror's name will be publicly read. Prices are not read and shall be kept confidential until award. Late proposals will not be considered.

Proposals must be submitted by a sealed envelope/package with the Request for Proposal number, Offeror's name and address clearly indicated on the envelope/package.

Proposals must be completed in ink or typewritten and a completed proposal response returned to the City Procurement Office by the Proposal Due Date/Time indicated above. The "Vendor's Proposal Offer" (form 201-B RFP) must be completed and signed in ink. Proposals by electronic transmission, telegraph, mailgram or facsimile will not be considered.

Offerors are asked to immediately and carefully read the entire Request for Proposal and not later than ten (10) days before the Proposal Due Date/Time, address any questions or clarifications to the Procurement Officer identified below:

Lisa Goodman, CPPB E-mail: Lisa_goodman@tempe.gov Phone No: (480) 350-8533

Procurement Officer

Award recommendations are publicly posted to the City Procurement Office web page www.tempe.gov/purchasing and at the Procurement Office reception counter.

Submit one (1) original signed and completed proposal response for evaluation purposes. For this specific RFP, five (5) additional proposal response copies are also to be submitted for evaluation purposes. A late, unsigned and/or materially incomplete proposal response will be considered nonresponsive and rejected.

The City Procurement Office is committed to fair and equal procurement opportunities for all firms wishing to do business with the City and encourages the participation of small and disadvantaged businesses.

Michael Greene, C.P.M.
Central Services Administrator

Solicitation Addendum



City Procurement Office/City of Tempe • PO Box 5002 • 20 East 6th Street • Tempe, AZ 85280 • (480) 350-8324 • www.tempe.gov/purchasing

This addendum will modify and/or clarify: ☐ Solicitation No.: | 09-120

and is ☐ Addendum No. | 2

☐ Procurement Description: | Clean-Up Services (Parks and Facilities)

Changes should be made as follows:

Delete: Page 46, Park Restroom Clean-up Price Sheet

Add: Revised Park Restroom Clean-up Price Sheet (4/30/09) included with this addendum.

The balance of the specifications and bid solicitation instructions to remain the same. Bidders/Proposal Offerors are to acknowledge receipt and acceptance of this addendum by returning of signed addendum with bid/proposal response. Failure to sign and return an addendum prior to bid/proposal opening time and date may make the bid/proposal response non-responsive to that portion of the solicitation as materially affected by the respective addendum.

Somerset
NAME OF COMPANY

19051 S. Avicora Ave
ADDRESS (or PO Box)

Chandler, AZ, 85286
CITY STATE ZIP

Brian Lemmon President
BY NAME (please print) TITLE

480 782 5296
TELEPHONE

[Signature]
AUTHORIZED SIGNATURE

Solicitation Addendum



City Procurement Office/City of Tempe • PO Box 5002 • 20 East 6th Street • Tempe, AZ 85280 • (480) 350-8324 • www.tempe.gov/purchasing

This addendum will modify and/or clarify:

Solicitation No.: | 09-120

and is

Addendum No. | 1

Procurement Description: | Clean-up Services (Parks and Facilities)

Changes should be made as follows:

Add: Pre-Proposal Conference Attendance List included with this addendum

Delete: Page 5, Paragraph 16. Request for Taxpayer I.D. Number and Certification, IRS W-9 Form.

Change: Page 22, Paragraph 15. Performance Security, First Sentence to read "The Contractor shall be required to furnish non-revocable security binding the Contractor to provide faithful performance of the Contract in the amount of *thirty percent (30%)* of the total Contract price payable to the City of Tempe."

The following questions are a result of the **mandatory** Pre-Proposal Conference on Tuesday, April 21, 2009.

1. What are the estimated costs for the City to perform these tasks in house?

The rough estimated cost to perform the clean-up task is around \$780,000 annually – includes Park Sites; Mill Avenue; and the Tempe Town Lake (Park –TTL) areas (excludes all other sites listed in the contract.

The estimated cost to clean the restrooms is \$132,100 annually for three fulltime employees.

The estimated costs do not reflect the budget for this contract and are not a guarantee of the amount of work to be performed as part of this contract.

2. On the Price sheet, pages 43-45, there are 5 service levels for each location. Do you want pricing for all 5 service levels for each location?

We are looking for pricing for every level for every location because of our budgetary constraints. Regardless of the service level provided on the Contracted Areas listed on pages 38-40, price all levels for each location. This will allow the City flexibility to adjust the contract to fit our budget.

3. On page 37 the City lists identical reporting requirements regardless of the level of service does this imply that an area that is Service Level 4 will be inspected daily even if the crew is only out there once a week?

No, this means that at any time during your crew's visit for that service level, you have a 24 hour reporting requirement to report an incident to the City.

4. The City supplies trash can liners for the trash pickup, does the City supply paper products for the restrooms?

The Contractor will supply toilet paper for the restrooms. Paper towels are not used in the park restrooms. Tempe Beach Park has air dryers and the other restroom has nothing. Only Tempe Beach and the Marina have hand soap.

5. Is graffiti covered under this contract?

Any graffiti found in the bathrooms is to be reported to the City.

6. Is the Contractor responsible for the cost of consumables?

Please refer to Page 27, City Furnished Materials, Products and/or Equipment. "The City shall provide trash liners with a value of up to \$20,000 annually..."

The Contractor shall be responsible for toilet paper in all restrooms and paper towels and soap in the golf course and maintenance yard restrooms.

7. Are the trash can liners the City provides only for the trash cans?

Yes.

8. Can you describe the worst case scenario for the storm drain clearance?

Typically when we get a storm and water runs off and blocks the grate. Drains will need to be monitored and cleaned as needed so that they do not get clogged during storms.

9. Does trash pick-up include holidays?

Yes. Seven days a week depending on what the standard is for that site. Work schedules will be coordinated with the supervisors for the areas.

10. What is your turnaround for holidays?

Sites are to be clean by the day following the holiday...depending on the site/service level and the holiday. Some sites will require minimal staff to work on the holiday. Example: South Parks coverage: only at Kiwanis, Tempe Sports Complex and Benedict Sports Complex with 1 to 2 staff members.

11. Does the City have a list of all of the activities at the parks?

Yes. The City will provide the successful bidder a schedule of the ramada reservations and any special events going on. Special events are required to clean up after themselves as a condition of the event. We do need to ensure the site is clean prior to the events though.

12. Is the Contractor required to clean up a ramada after a reservation if the service level for that week has been met?

That is what the on-call per day pricing is for. If the City needs you to come out and clean-up outside of the service level requirements, then we will use the on-call pricing proposed.

13. Is the Contractor required to service any stopped up toilets as part of the scope of work?

No that would be reported to the City. The Contractor is expected to make a reasonable effort to clear the toilet with a plunger before notifying the City. Any repairs are handled by the City and need to be reported.

The balance of the specifications and bid solicitation instructions to remain the same. Bidders/Proposal Offerors are to acknowledge receipt and acceptance of this addendum by returning of signed addendum with bid/proposal response. Failure to sign and return an addendum prior to bid/proposal opening time and date may make the bid/proposal response non-responsive to that portion of the solicitation as materially affected by the respective addendum.

Somerset Landscape
NAME OF COMPANY

19051 S. Arizona Ave
ADDRESS (or PO Box)

Chandler AZ 85286
CITY STATE ZIP

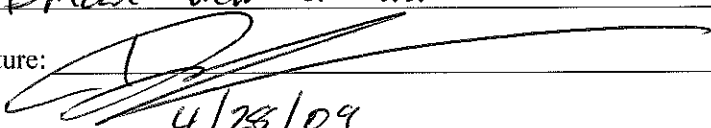
Brian Lemmman President
BY NAME (please print) TITLE

480 782 5296
TELEPHONE

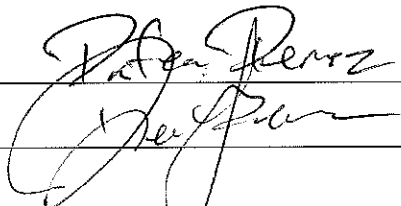
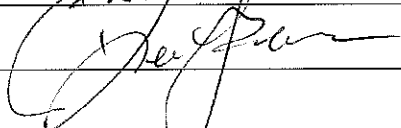
[Signature]
AUTHORIZED SIGNATURE

**Documentation of City of Tempe Walk Thru
RFP #09-120**

Bidders are required to visit the job site prior to submitting a proposal for park restroom cleaning. Failure to comply will render your RFP for this category non-responsive and not susceptible for award. Contact Mr. Tom Beeson, (480) 350-2956, 9:00 a.m. to 3:00 p.m. Monday through Friday to schedule an appointment for an onsite job inspection.

Company: Somerset Landscape Maintenance
Printed Name: Brian Lewenmann
Representative Signature: 
Date of Tour: 4/28/09

City of Tempe

Printed Name: Jeff Carroll 
Signature: 

It is the offeror's responsibility to ensure that this form, properly signed by both company representative and a City of Tempe employee, is returned with the proposal.

Pricing Section

Less prompt payments discount terms of 0 % 30 days/ or net thirty (30) days. (To apply after receipt and acceptance of an itemized monthly statement.) For bid evaluation purposes, the City cannot utilize pricing discounts based upon payments being made in less than thirty (30) days from receipt of statement.

Ordering and Invoice Instructions

In order to facilitate internal control and accounting, each City Department will order and must be invoiced separately. Monthly invoices must be segregated by City Department number and mailed or delivered directly to the City Customer Department. For most materials, there will be between three (3) and six (6) ordering departments. At the time an order is placed, the Contractor must obtain the ordering department's cost center numbers for billing purposes. The use of the department's cost center numbers will be in addition to the purchase order number. Once a month, the Contractor shall submit a consolidated statement which shall itemize the invoice numbers, invoice date, invoice amounts, and the total amount billed to Accounting. Discount offering will be based upon days from receipt of the consolidated monthly statement. Invoice(s) shall not show previous balances.

Invoices shall include:

1. Listing Of All Delivery/Pickup Receipt Numbers Being Invoiced.
2. Total Cost Per Item.
3. Applicable Tax.
4. Payment Terms.
5. Blanket Purchase Order Number.

Invoices that do not follow the above minimum invoicing requirements will not be paid. Payment must be applied to only invoices referenced on check/payment stub. The City reserves the right to bill contracted vendor for researching invoices that have been paid, but not properly applied by vendor account receivables office.

Statement mailing address:

City of Tempe
Accounting (see below for your contact)
P.O. Box 5002
Tempe, Arizona 85280
Phone: 480-350-8355

Accounting Contacts:

Cecilia Miller
Ramona Zapien
Penny Brophy

Letters A-E
Letters F-O
Letters P-Z